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STANDARD FORM NO.

Office Memorandum • UNITED STATES GOVERNMENT

TO : Executive Officer/TR DATE: 16 November 1955

FROM : Chief, Instructional Services Branch/TR

SUBJECT: Weekly Activity Report No. 46
9 - 15 November 1955

I. SIGNIFICANT ITEMS

None

II. OTHER ACTIVITIES

1. Studies in Intelligence. The printer's layout and the request for linotype of the No. 2 issue of the OTR series of Intelligence publications is currently underway. VAS is preparing a change in the design of the cover.

25X1 2. Support of [redacted]

a. Bibliographic listings of miscellaneous area, language, tradecraft and operational materials have been made available to FE-6 for review and study by returning instructors from the field. It was suggested by C/ISB that the lists be completely perused, decision made by the staff regarding the need for appropriate materials, and these be procured by FE/6 for use at [redacted] 25X1

b. C/ISB and [redacted] former instructor [redacted] 25X1 discussed a number of items concerned with recommendations for 25X1 improving methods of training support and instruction at the base.

25X1 c. The reproduction of five separate sterile map sheets of the [redacted] training area is continuing. C/ISB has been informed by the Cartographic Division/ORR that the probable date of completion will be 15 December 1955.

3. The services of [redacted] circulation librarian, LIB/TR, 25X1
25X1 have been requested by [redacted] BS instructor. [redacted] will be 25X1 made available (on an emergency basis) as an interpreter in a covert training program currently being conducted by [redacted] 25X1

25X1 4. C/LIB/TR and [redacted] librarian, LIB/TR made a survey visit of the LETS Library Unit. It is imperative that the LETS language instruc-
25X1 tors inform [redacted] LETS library assistant, of the disposition of

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language texts and the present re-arrangement of library materials in a manner most suitable for their use. Approximately 100 books in foreign languages sent to LETS one year ago should be properly catalogued, filed, shelved, and/or discarded.

5. Bibliographies and Research:

a. The compilation of a bibliography dealing with Africa to be used in connection with the LETS area survey program has been requested by [redacted] The listing is to be completed by January. The scope of the material is quite extensive and annotated items of the major categories are preferred. 25X1

b. Materials dealing with the [redacted] 25X1
[redacted] have been requested by [redacted] The 25X1 25X1
materials are needed by the instructor for the training program during the week of 21 November. LIB/TR has made available numerous ORR E&E studies and these are being ordered for retention; items have been procured from the CIA Library; a search is continuing at the Library of Congress.

c. It has been ascertained by C/LIB/TR that all ADTIC studies forwarded from the [redacted] to ORR are unedited studies and papers. These are subsequently edited, reviewed, and published by ORR as Evasion Geographies. 25X1

d. C/LIB/TR has made a search of several thousand discarded [redacted] 25X1
[redacted] documents at CIA Library and selected a number of items for use by OTR. 25X1

e. Surveillance, Observation and Description--Requirements have been discussed with [redacted] instructor, and a total of 15 25X1
items were selected from OTR Library files. Completed.

f. Information on [redacted]--Liaison arrangements have been 25X1
made with the State Dept. through LD/OCR, and materials have been ordered.

6. Publications and Reproduction:

a. The 14 November issue of the Instructors' Guide to Current References has been received from PSD/LO and distributed.

b. 150 copies of The Strategy of Communist Infiltration have been received from PSD/LO and forwarded to requestor.

c. Revisions, November 1955, All Catalogs of Courses. Typing is continuing at PSD/LO. C/PSD/LO informed AC/E&R/TR that plates would be ready for proofreading on 18 and 28 November for the Headquarters issues and the first week in December for the [redacted] issue. 25X1

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7. Attendance at the language film program:

Russian	10 November	[redacted]
French	15 November	

25X1

Arrangements are being made by C/VAS/ISB to conduct a limited advertising poster campaign to spark an interest in the foreign language program. It has been discussed with C/LETS, and security questions will be taken up with SO/OTR.

8. Training aids completed during the week:

a. Basic/CIA Introduction. Preparation of one organization chart.
b. OS/War Plans. Reproduction of instructor critique card, 1000 copies.
c. Language. Miscellaneous artwork on plastic wall maps.

9. PERSONNEL

25X1 a. [redacted] entered the hospital on Tuesday, 15 November 1955, for minor surgery. He is expected back to duty on Monday, 21 November 1955.

25X1 b. [redacted] will attend the Clerical Refresher course, 21 November through 16 December.

[redacted]

25X1